


EXAMINATION INFORMATION ALERT

County Corrections and Sheriff's Officer Promotional Processing Schedule 2012/2013

This alert is intended to notify appointing authorities and candidates of the timeframes that apply to the N.J. Civil Service Commission's 2012 and 2013 announcement and testing schedule for County Corrections and Sheriff's Officer promotional titles. This information, hopefully, will assist appointing authorities and potential promotional candidates with their respective planning needs. Candidates may also go to the Civil Service Commission's website (www.state.nj.us/csc) when an announcement is issued, to obtain an orientation guide which will include the specific test date that corresponds to their promotional announcement.

| | Employer Requests Announcement no later than | CSC Issues Announcement | Applications must be filed by this Deadline | Eligibility is determined using this Closing Date | Tentative Month of Written Exam |
|--|---|------------------------------------|--|--|--|
| County Corrections & Sheriff's Officer Sergeant | Sept. 1, 2012 Sept. 1, 2013 | Nov. 1, 2012 Nov. 1, 2013 | Nov. 21, 2012 Nov. 21, 2013 | Nov. 21, 2012 Nov. 21, 2013 | May 2013 May 2014 |
| County Corrections & Sheriff's Officer Lieutenant | Sept. 1, 2012 Sept. 1, 2013 | Nov. 1, 2012 Nov. 1, 2013 | Nov. 21, 2012 Nov. 21, 2013 | Nov. 21, 2012 Nov. 21, 2013 | May 2013 May 2014 |
| County Corrections & Sheriff's Officer Captain | Sept. 1, 2012 Sept. 1, 2013 | Nov. 1, 2012 Nov. 1, 2013 | Nov. 21, 2012 Nov. 21, 2013 | Nov. 21, 2012 Nov. 21, 2013 | May 2013 May 2014 |

As the above schedule reveals, the N.J. Civil Service Commission (CSC) annually issues Sergeant, Lieutenant and Captain announcements for the County Corrections and Sheriff's Officer title series. The CSC will automatically initiate new announcements based on the expiration date of an existing list. However, if a promotional list is exhausted or is expected to be exhausted or rendered incomplete prior to its expiration date, an Appointing Authority should initiate a new announcement and submit its request by the appropriate deadline indicated above.

Approved:  **Director, Selection Services**

Date Issued: January 2012

